



**Governor's Advisory Council
To The Division of Developmental Disabilities**

September 28, 2017

1056 Governor's Avenue
Dover, DE

Council Members:

Terri Hancharick, Chair
Gail Womble
Angie Sipple
Thomas Rust
Tim Brooks
Susan Pereira

Staff Members:

Jim Dickinson
Lynda Lord
Terry Macy
Rick Kosmalski
Nicole Lawless
Rebecca Reichardt
Stacy Watkins

Guests Present:

Marj Shannon

GAC Retreat Summary

DDDS Overview

The retreat began with a staffing update from Rick Kosmalski. Rick announced Jill's departure from DDDS to pursue an external opportunity and his new role as Acting Deputy Director, noting there would be no interruption of services. Members received an update on the hiring process for the Division Director and learned about DDDS's path forward with strategic projects concerning the optimization of Stockley, DDDS Infrastructure, Individuals & Families, and Providers.

Presentations

The leadership team led presentations on the budget, Lifespan Waiver, Service Integrity & Enhancement, and statewide training strategy. Key elements included:

- FY17 & FY18 appropriation comparison.
- Budget reductions that will not affect services.
- Positive public feedback and 50% decrease in complaints as a result of new Community Navigators.
- Decrease in ETLA requests.
- OQI name change to Service Integrity & Enhancement.
- Cx360 and SIE Services Management System implementation timelines.
- Development of provider standards and policy updates.

- Incident management policy and protocol.
- Updating training policies.
- Community and staff LifeCourse tools education plans.
- Collaboration with stakeholder DHSS Divisions.

Leadership presentations were followed by the Assessing the Present-Assuring the Future data report led by Marj Shannon.

Future Items

Members have requested information and/or discussion at future meetings around the following items:

- Budget only meeting (for a more in depth discussion and view).
- Hiring and open positions within DDDS.
- Stockley Center task force and tour of facility.
- Job descriptions for Community Navigators and Support Coordinators.
- Frequency of required contact between Support Coordinators and families.
- Creation of a DDDS document for families with position titles and descriptions.
- Job descriptions for all DDDS staff positions.
- Full data report and roll out details.